

Minutes 44th Annual General Meeting of Redlingfield Parish Meeting Via Zoom at 8pm on Wednesday 28th April 2021 (Ref AGM280421)

Transcribed & abridged from the Zoom recording by Mike Ager

Verbatim comments in italics

1. Apologies for absence: Sue & Allan Chapman, Manday Miller.

In attendance via Zoom: Mike Ager (chair), Janet Norman-Philips (secretary/clerk & acting treasurer), Andrew & Katie Abbott, Maria Ford, Emma Hewitt, Lesley & Tony Rose Freitas, Midge Gibbons, Adrian Smith (joined at 8.30pm), Adam & Anna Whittingham, Ian Winter and Jacqui White. Guests: Revd Eleanor Goodison Priest in Charge, Hoxne Benefice and Guy McGregor, Suffolk County Council councillor for Hoxne and Eye.

2. Reports from guests:

Guy McGregor: *Obviously the year has been dominated by Covid-19 and our campaign against it ... In terms of local government, it has come up trumps in terms of this crisis quite honestly. Last month, Suffolk County Council took over the track and trace and immediately there's a big improvement in the performance and not just that ... the understanding of the people on the other end of the line [has improved] Suffolk County Council really engage with people and people really feel comfortable about it. So, the big lesson I think from this crisis over the past year is that there is capability in local government, there is competence in local government, there is enthusiasm in local government. If central government realised that early on, we would be in a better place. That is not to take away the great triumph of getting the vaccination properly organised, we all understand that. But in the end, I think it could have been done better in terms of more trust of local government. I gave attempted to make sure that any information I get is passed to the parish meeting, which I hope has been useful to you. And can I just finally say that I always enjoy working with and getting support from your parish meeting. I am grateful for that. Whatever else happens after the 6th of May [council elections] I shall have always enjoyed my time as County Councillor for Hoxne and Eye ward.*

Guy was thanked by the chair.

3. Minutes of last meeting: Minutes of last meeting were agreed and accepted.

4. Matters arising from minutes: None.

5. Chairman's report:

Mike Ager: *I don't need to tell you that last year was strange. We all lived through it. Redlingfield only managed to have two Pubs on the Green and a couple of Coffee Caravan visits between lockdowns so we missed out on a host of social and fund-raising gatherings. We did, however, come through for those in need. When we asked for volunteers to help with shopping, prescriptions, odd-jobs and just combatting loneliness we had ten times more volunteers than requests for help. I'd like to thank everyone who has helped out with everything from small acts of kindness to bigger projects. Not only have villagers stepped up but also the local traders and deliverers. I would particularly like to thank Scott, our regular postman. Not only does his smile brighten the day, but he's also gone above and beyond helping villagers. One big success was our Bags of Cheer project which brightened up a particularly bleak May for Redlingfield and surrounds. We had grants from Suffolk Community Foundation, Mid Suffolk District Council, Redlingfield church, the Coffee Morning and Redlingfield parish council, as well as donations from individual villagers and businesses.*

More recently, thanks go to Sue and Allan Chapman for putting up our new noticeboard and Will Kerry for sorting out the insert.

After four years in the chair – one over the recommended three – I'm stepping down but will be happy to continue to help out as and when I can as a committee member.

Thank you to everyone who has helped with events, projects and just making Redlingfield a great place to live over the last few years. Along with many of you, I really look forward to our first Pub on the Green.

Guy McGregor: Guy apologised and left to attend another meeting saying ... *Congratulations. And again, the transformation in Redlingfield and what happens in engagement is just tremendous. Well done everyone. Thank you so much.*

6. Treasurer's report – Parish Clerk is acting Treasurer (2010-2021 income & expenditure report was emailed with agenda & put on the website as were the following documents)

- a. Report by acting Treasurer **Janet Norman Philips:** *I am currently the acting treasurer although by the end of this meeting I hope I won't be. Basically, it's been quite a weird year because we don't raise a rate, a precept. We normally rely on fund-raising and events to make money and we spend on average about £2,000 a year. During this last year we have made very little money. We've held a few events but we have carried on spending on a lot of things we would normally spend on such as the grass cutting, the insurance and various other bits and pieces ... We started the year with an opening balance of £6,422 and we have closed the year with a balance of £4,940. So, we are down some £1,400. That doesn't reflect some £600 that we haven't banked that came in as cash at the Pubs on the Green. We are still about £800-£900 down on where we should be. The recommended reserves we should be holding as an organisation should be about three times our annual expenditure. So, we should be holding balances of around £6,000-£6,500. So, we will be endeavouring over this next period to build those back up again.*

The financial expenditure report was accepted as a fair reflection of what the council has been doing.

Janet reported that we have now started using Suffolk Association of Local Councils (SALC) to carry out our audit.

They do a full audit service and it is quite comprehensive ... basically, they have gone through a very thorough audit and we have come out the other side OK. There are a couple of things they like us to do – to use the website more but beyond that they are quite happy.

Janet will send out the full audit report to committee members and put it on the website. *We are being charged £70 plus VAT for the full audit and we will probably use the same people next year.*

The treasurer's report was accepted by the meeting.

- b. Acceptance and minute of Accounts and Governance (**AGM280421/TRS1**). Accepted and minuted.
- c. Adoption of 2021 Financial Risk Assessment and Management Actions document. **Adopted.**
- d. Adoption of revised Standing Orders and Financial Regulations. **Adopted.**
- e. Acceptance of 2021 Assessment of the Effectiveness of Internal Audit report. **Accepted.**

7. Village committee membership:

- a. Existing committee members are: Andrew Abbott, Graham Abbott, Katie Abbott, Mike Ager, Helen Cook, Susan Chapman, Allan Chapman, Will Edwards, Lesley & Tony Rose Freitas, Emma Hewitt, Pat Kelly, Manday Miller, Janet Norman-Philips and Adrian Smith.
- b. Are there any new Village Committee member nominations or are any existing members standing down? **Maria Ford was voted on to the committee.**
- c. Vote to appoint Village Committee members. **The members were voted back on.**

8. Election of officers

- a. Treasurer Nominations received as of 24 April: **Maria Ford. Voted on unopposed.**
- b. Secretary/Clerk Nominations received as of 24 April: **Janet Norman-Philips. Voted on unopposed.**
- c. Chairman Nominations received as of 24 April: **Ian Winter. Voted on unopposed.**

Ian Winter CBE, took over the chairing of the meeting.

Ian Winter: *I can only hope that Jacqui keeps me as much in order as it is clearly evident Janet does Mike ... Hi to everyone. Many people in the room I've met, some I've not met. I'll make a brief introduction but before I do that let's properly record our thanks to Mike for his work as chair as, I think, what was over a total of six years. But not just as chair but supporting the whole endeavour of Redlingfield and Redlingfield community. I'm extremely pleased that Mike will continue to be involved, engaged, continuing to work in Redlingfield particularly in relation to using his skills through journalism and so on. So, from me, and I'm sure from everyone else, thank you very much for the great contribution you've made over the years. And most importantly thanks for carrying on in there helping us to get things done as we crank up following what you rightly said has been an extraordinarily difficult year for many, many people.*

I don't want to give a long oration. That might be a disappointment to you but just briefly a bit about me. Jacqui and I moved to Redlingfield about 18 months ago from Diss. Part of the motivation was to live somewhere in a more localised place with people that we might get to know and they might get to know us. And, we already knew Redlingfield had a very strong sense of community engendered exactly by some of things you have been talking about already, and we have certainly found that to be very true. Since we have been here, we have been both welcomed and engaged with a number of people.

A bit about my background for those who don't know me anything about me. My background is in community development and social work. More latterly as a senior manager of health and social care. I spent eight years as a senior civil servant in the then Department of Health, now Department of Health and Social Care, and also worked on healthcare developments in Cambodia. More recently I have written several investigation reports regarding the deaths of vulnerable adults and children and worked on many other inquiries into poor health social care practice. During the lockdown period I was asked to return to the Department of Health and Social Care and work on a nationwide project developing and leading advice on residential and nursing care particularly as a result of the pandemic and of the risk brought about by the Brexit position. So that is a bit about my background.

As a person I like getting stuff done. I like to think very practically and pragmatically and I enjoy working with nearly all of the people all of the time. Please get hold of me whenever you want to. Please make contact. Very happy to catch up, get engaged, be involved and try in my own way to carry on the very strong tradition that Redlingfield has and help, with you, to shape what I think will be an incredibly exciting period of time. So, thanks very much indeed for your support ... I look forward to working with you all and those I haven't made real contact with let's make sense of that over the next period. ... I should also properly introduce my wife, Jacqui...

9. Neighbourhood Watch report

- a. Adrian Smith Neighbourhood Watch co-ordinator. Adrian joined the meeting late and his report came during other business.

10. Report from Redlingfield Village Amenities (Doorstep Green) & Church project

- a. Report

Janet Norman Philips: *We've had a very not doing much year. There are lots of things I should have done but I haven't done in relation to getting the Doorstep Green ready, getting the under-grass mesh in for the carparking and all the other bits and pieces. About all we have succeeded in doing is purchasing some side rails to go on the bridge, which Will Kerry has promised me he will put in soon. We've got sufficient funds we believe to purchase all of the under-grass mesh for the car parking due to the amazing work that has been done by the PCC [Parochial Church Council] to fund-raise, as well as the fund-raising we have done as a parish. So that's the next lot of work to do. I'm sure my colleagues in the village committee and PCC will nag me a lot to make sure I get going on it.*

Ian Winter: *We recognise that this year has been a hiatus for many activities and developments. Not quite out of the woods on that yet but hopefully as things move forward there will be greater opportunity to get together and so on. I'm certainly looking forward to working closely with colleagues on the PCC because they are the two key arms really that support this community as I see it.*

11. Any other business

- a. New village notice board: **Janet** thanked Sue and Allan for installing it and Will Kerry for helping with a steel insert so magnets rather than pin or staples can be used to hold up notices.
- b. Elections on May 5th: **Janet** pointed out that villagers had been sent Poll Cards telling them to vote at the Polling Station in Occold. This was incorrect and villagers should use the Polling Station at the Old School Horham. New Poll Cards should be arriving in the next few days with the correct information.

12. Planned Events

Ian: Called for people to offer help with events.

- a. **21st June is Suffolk Day** – and maybe also the last day of Coronavirus restrictions... So get out and about and enjoy the events that should be happening across the County.
- b. **First 2021 Pub on the Green** is planned to be **Saturday 10th July** from 6pm till midnight.
- c. *Provisional Dates for further Pub **on the Greens Saturday 21st August** and **Saturday 18th September...***
- d. **Redlingfield Annual Village Summer Fayre & BBQ** is planned for **Sunday 7th August 2021** from 5pm till Midnight. With the Pub on the Green open.
- e. **Redlingfield Dog Show Sunday 5th September.** Alison Smith will be organising this popular event – to raise funds for St Andrews Church repairs and improvements. With the Pub on the Green open.
- f. **Redlingfield Produce Show** Sunday 3rd October. Alison Smith will be organising Redlingfield second produce show – to raise funds for St Andrews Church repairs and improvements. With the Pub on the Green open.
- g. **Churchyard Tidy Up:**
Lesley *We've just had the electricity board in to cut the hedge because the hedge was too big for us to do so I got in touch with them so they've done quite a lot of the hard work to cut the hedge. And obviously hedge cutting can't be done now until the end of September ideally. Honner (Edmund Abbott) does the grass cutting which he is doing a sterling job carrying on with at the moment. So, I think there is a bit of weeding that could be done around the bottom of the church but that can be done at any time. And tidy up the path. A date to be set.*
- h. **Doorstep Green Tidy:** Date to be set for next few weeks.
- i. **Village Litter Pick:**
Midge said she would be responsible for the length of Woodlane Road from Redlingfield Hall to the crossroads. Date to be set for next few weeks.
Ian suggested setting dates so churchyard, Doorstep Green and litter pick should be done by the end of May and dates for those sent out to villagers asap.
- j. **Thank yous:**
Adrian on behalf of everyone thanked Paul Walker for putting the gate in between the Doorstep Greens. He also thanked Lesley and Tony for all their hard work on the

Doorstep Green cutting back etc and Patrick and Beverley Abbott for their ditch clearance work with Tony, Lesley and their family.

k. Redlingfield Church:

Eleanor reported that the pew floor in the church, which people thought was about to collapse, was not as bad as thought and been repaired and strengthened thanks to Rev Richard Court for organising it.

l. Doorstep Green:

Emma asked if any progress had been made with play equipment for youngsters on the Doorstep Green and the idea of working group and survey of villagers.

Janet said no progress had been made but the intention was to raise many thousands of pounds to improve the older and newer sections of the Doorstep Green. We need to do some fund raising and get questionnaires out so people can say what they want.

Emma said she was still happy to be involved.

Janet said once Covid restrictions end this could move forward by getting together a small interested group to work on the project.

Ian suggested getting together the key people together as a priority and get some objectives down on paper. *The Doorstep Green and surroundings, and I'll say this as a relative newcomer, are an incredible resource for a place of this size and scale.*

m. Neighbourhood Watch Report:

Adrian wanted to know what villagers wanted to know about. He reported that among local crimes Mike and Jan had an adopted cat fatally shot, Horham Post Office had bread and newspapers stolen, a freezer in an outbuilding at Cranley was raided and local convenience stores and Post Offices in Eye and Hoxne were targeted. Dog thefts had also been of concern. *We had the attempted theft of a digger at the end of the village, fortunately they didn't get away with it because the dogs alerted the owner to that.* Fly-tipping had also become a problem. He will do his best to let villagers know of any concerns or incidents as they happen.

Ian said it is important that we all keep Adrian informed of any issues.

Katie pointed out the Paul Hardcastle, gamekeeper at Benningham Hall, *is very handy* if people have issues at night as he has night vision gear. Intruders have been spotted at Rookery Farm. Paul saw someone walking across the field and he can get to Redlingfield quicker than the police. *There are people snooping about around here so everyone just needs to be wary.*

Adrian said he would look into some form of app to be used to alert villagers to anything going on in Redlingfield or surrounds.

13. Date of next village committee meetings:

- a. Wednesday 9th February 2022. To set dates for the 2022 year. 8pm. Venue to be agreed.

Ian hoped to start holding meetings more frequently including a working meeting and a more general informal meeting mid-year. His contact details will be sent out by Janet.

Meeting closed at 8.50pm.

Parish Annual General Income & Expenditure overview April 2020-March 2021

Opening Balance in Bank April 2020:	£6,422.23	
Closing Balance in Bank April 2021:	£4,940.24	
Movement in year:		-£1,481.99
Events		
Pub on Green Sales Income *note1	0	
Pub on Green Sales Expenditure	£479.08	
Pub on Green Net Income	-£479.08	
Bags of Cheer Project		
Grants & Donations * note 2	£1,135.00	
Expenditure * note 3	£1,490.80	
Other Income		
Magazine adverts	£47.00	
Bank Interest	£0.67	
Bank Payment * note 4	£71.61	
Total Other Income	£119.31	
Total All Income	£1,254.28	
Other Expenses		
Insurance	£392.62	
Suffolk Association of Local Councils membership	£37.27	
Dog Bin emptying	£111.50	
Grass Cutting	£150.00	
Village Magazine Printing Costs	0	
Data Protection registration fee	£75.00	
Total of other expenses	£766.39	
<p>Note 1 – Income from 2 Pub on the Green events was £621.00, which has not yet been banked. Note 2 – Excludes donation of £200.62, which was paid direct to the brewery for bottled beer. Note 3 – Includes donation from Parish Meeting of £355.80. Note 4 -Money from previously unknow Alliance & Leicester bank account which was closed down.</p>		